



City of Bowdon

Telephone 770-258-8980
Fax 770-406-2346

MAYOR
Jimmy Chaffin
COUNCIL MEMBERS
Wes McEntyre
Noah Steed
Martin Johnson
Jan Johnson

CITY MANAGER
Bobby C. Elliott, P.E., CFM

SPECIAL EVENT POLICY PERMIT APPLICATION

Applicant(s) Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ Fax Number: _____

Secondary Contact: _____ Number: _____

Special Event Date: _____

Starting Time: _____ Ending Time: _____

Description of Special Event: _____

Road Closing (if applicable): _____

Will any alcoholic beverages be served at the event? If so, additional rules will apply.

Will food be sold or given away? ___ yes ___ no

Requirements:

- Adequate restroom facilities must be provided
- Evidence of liability insurance in an amount acceptable to the City Attorney shall be submitted as part of the application for the permit approval.
- The City may impose special stipulations of approval, including but not limited to the requirement to hire adequate security personnel and other personnel to direct traffic.
- Smoking on City Property is Prohibited

Applicant's signature of agreement to above comments: _____ Date: _____

STAFF USE ONLY

Fees (Basic): **\$50.00** Submittal Date: _____

Other: _____

Total: _____ Check#: _____

Comments or Special Stipulations if Approved

City Official Signature: _____ Date: _____

I hereby certify that _____ signed his/her name to the foregoing application after stating to me that he/she knew and understood all statements and answers made therein, and, under oath actually administered by me, has sworn that said statements and answers are true.

The Permittee of the Special Event shall carry permit during the event. Road closing, if applicable, will be conducted in an orderly and safe manner. The Chief of Police of the City of Bowdon will insure that the special event will not substantially interrupt the safe and orderly movement of traffic nor divert so great a number of officers as to prevent normal police protection to the City. The Special Event shall not cause injury to persons or properties, provoke disorderly conduct, or create an unreasonable and unlawful disturbance. The Permittee will be held accountable for all trash and debris associated with the event, and all City ordinances will be followed. During the course of the event, the City may impose additional restrictions or terminate the event in its entirety, if, in the City's sole discretion, an emergency is presented which threatens the health, safety, or well-being of event attendees or the public.

Name of Permittee: _____ **Date:** _____

Approved: _____ **Date:** _____
Mayor, City of Bowdon



City of Bowdon

Telephone 770-258-8980
Fax 770-406-2346

MAYOR
Jimmy Chaffin
COUNCIL MEMBERS
Wes McEntyre
Noah Steed
Martin Johnson
Jan Johnson

CITY MANAGER
Bobby C. Elliott, P.E., CFM

SPECIAL EVENT AFFIDAVIT OF AGREEMENT

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief. I agree to comply with all the requirements of the City, County, State, Federal Government, and any other applicable entity which may pertain to the conduct of the Event. I agree to abide by these rules and further certify that I, on behalf of the Host Organization, am also authorized to commit that organization, and therefore agree, to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event to the City of Bowdon.

I agree to reimburse the City of Bowdon (hereafter called "City") for all loss incurred by it in repairing or replacing damage to City property proximately caused by the permittee, its officers, employees, agents, monitors, or any other persons attending or forming the special event who were, or should have been, under the permittee's control. Persons who merely attend or join in a special event are not considered by that reason alone to be "under the control" of the permittee.

The permittee further agrees to defend without costs, indemnify, and hold harmless the City, its officers, agents, and employees from any liability to any persons, damages, losses, or injuries arising out of or alleged to arise out of the permitted event, which was proximately caused by the actions of the permittee, its officers, employees, agents, including monitors, or any other persons attending or joining in the event who were, or reasonably should have been, under the control of the permittee. Persons who merely attend or join in an event are not considered by that reason alone to be "under the control" of the permittee.

I understand and agree to comply with all the terms of the above Affidavit of Agreement if my application has been approved and all special conditions and required advance payments have been met.

Print Name of Applicant /Host Organization _____

Title: Event Organizer _____

Signature: _____

Date: _____